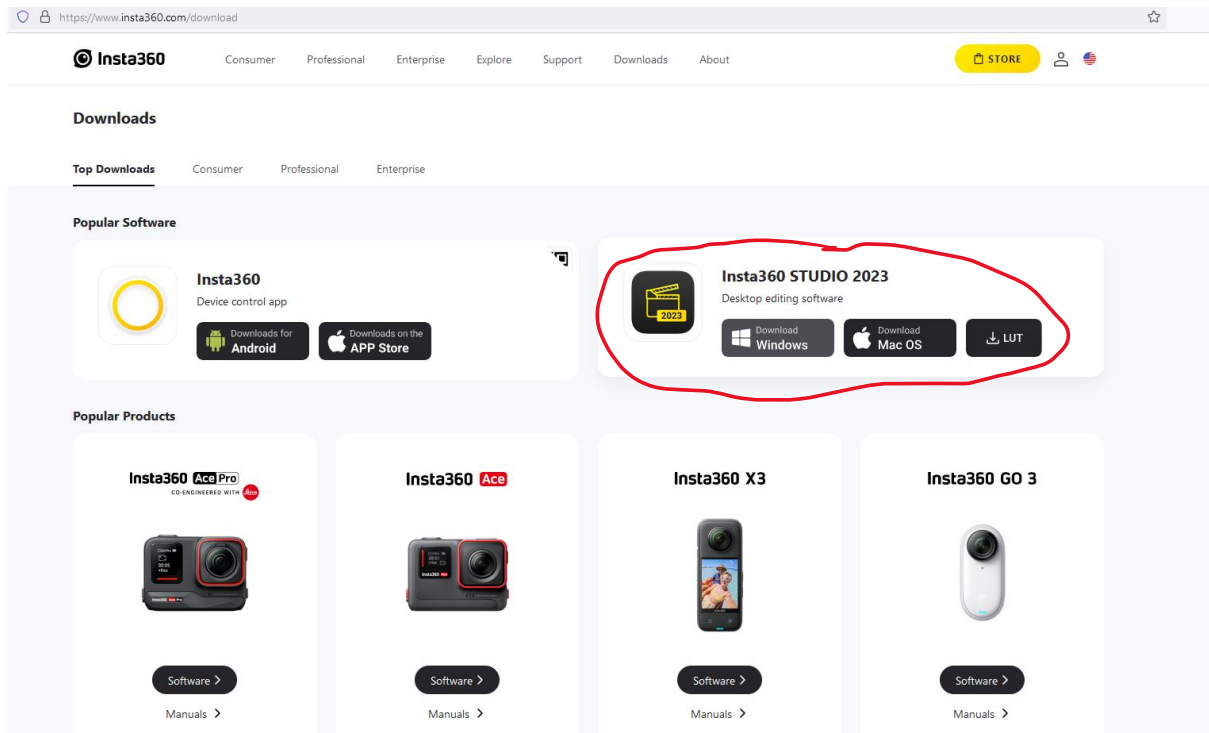


STEP-BY-STEP EDITING IN WARPVR: PROTOTYPE 3 & 4

PART 1: OPEN FILE IN INSTA360 STUDIO

This step-by-step document illustrates how to edit your recorded 360 video in the back-end of the WarpVR platform. Note you will need a WarpVR licence to access.

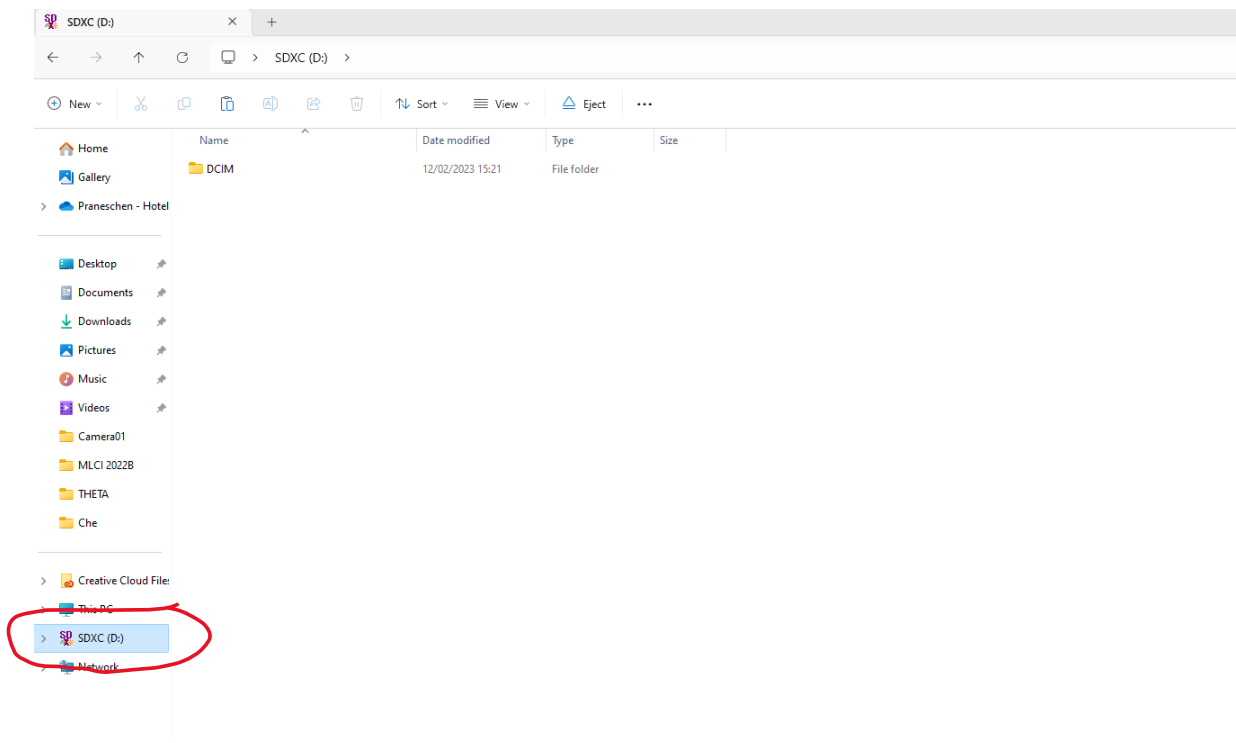
STEP 1: Download Insta360 Studio



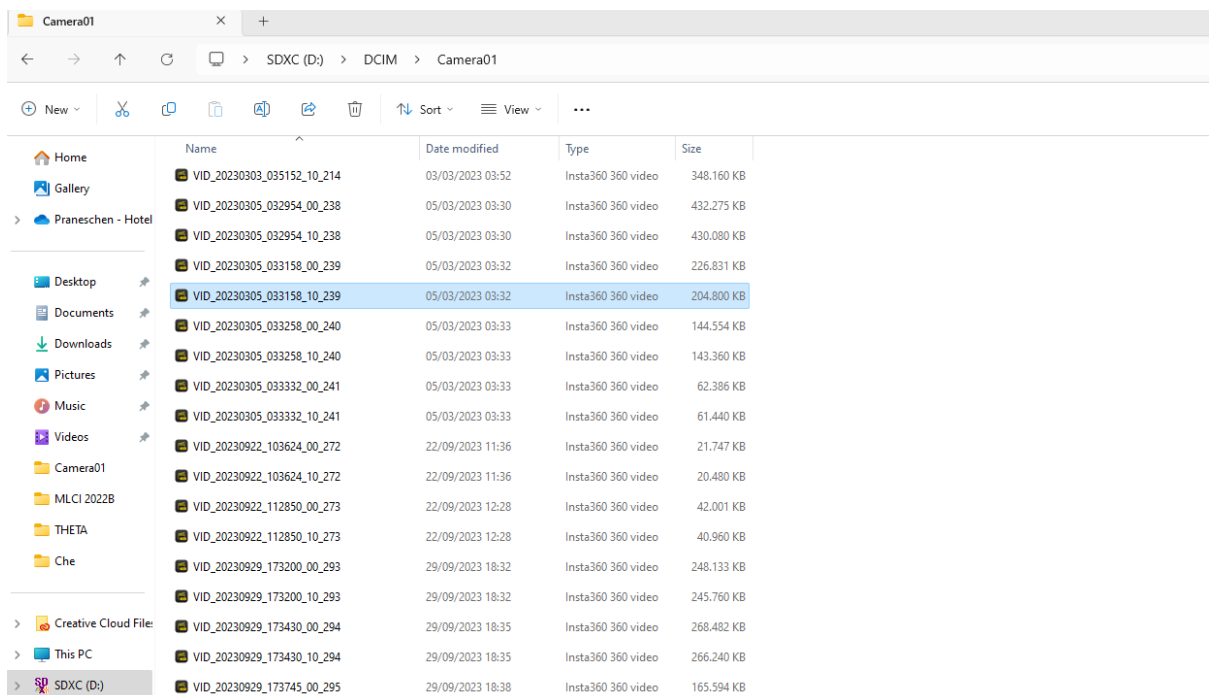
STEP 2: Insert SD Card from camera (with recorded video) into SD card adapter and then into reader slot in laptop



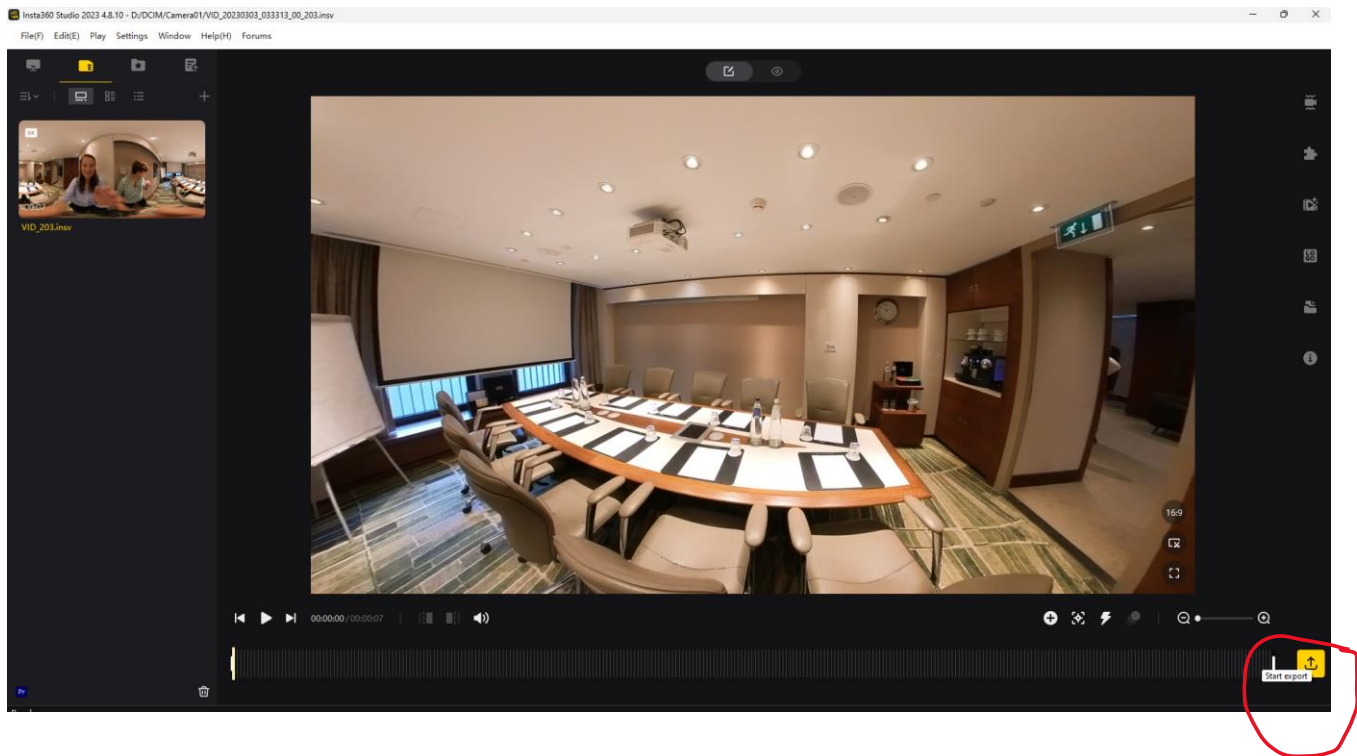
STEP 3: Under Drives. click Open Files and select SD card



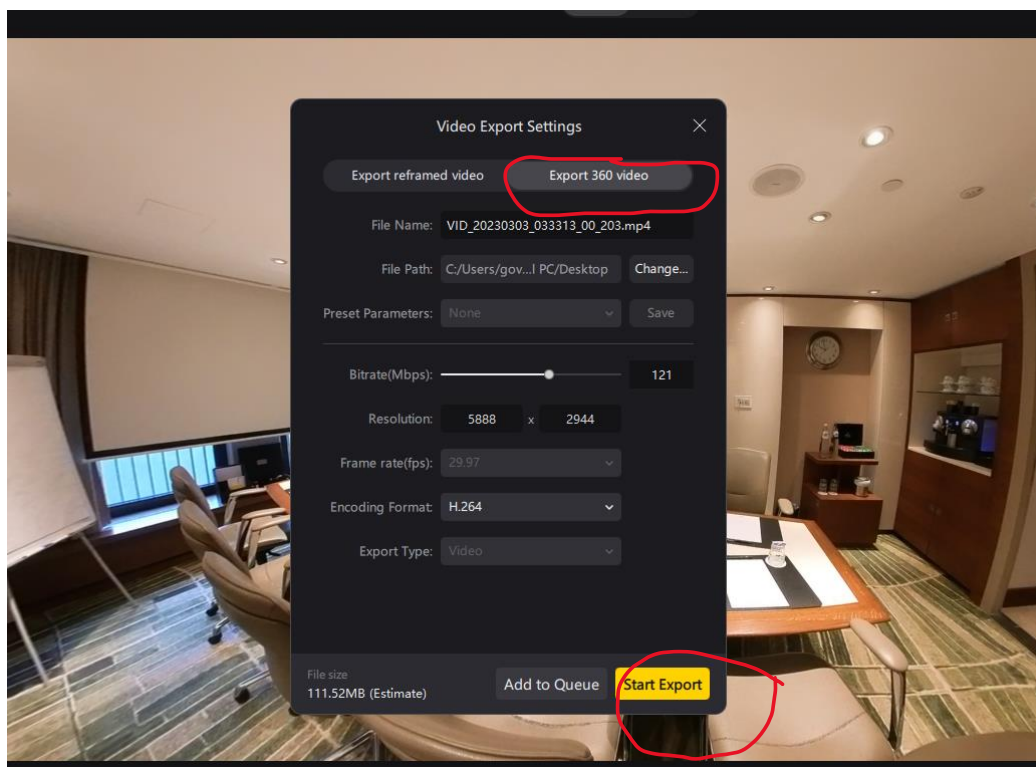
STEP 4: Double-click video file (check date and time to identify file but often this can get scrambled & is not accurate)



STEP 5: Click "Start Export"



STEP 6: click "Export 360 Video" and then "Start Export" (check File Path for destination)



PART 2: EDIT IN WARPVR PLATFORM

STEP 7: Click on Media

o-o Scenarios **Media** Trainees Activity

Scenarios Courses

22 Scenarios Status All

Anna S Message of Thanks 2 Scenes

BTS Team 6.1 4 Scenes

Difficult Customer 1 Scene

Difficult Customer 0 Scenes

Difficult Customer Test 0 Scenes

FoD Warpers 2 Scenes

FoW Team 1 Hilton Linda Franca 1 Scene

FoW Team 1 Hyatt Davide 0 Scenes

STEP 8: Click Upload Media

o-o Scenarios **Media** Trainees Activity

5 Media files in Anna S Message of Thanks

Sequence 04_1.mp4

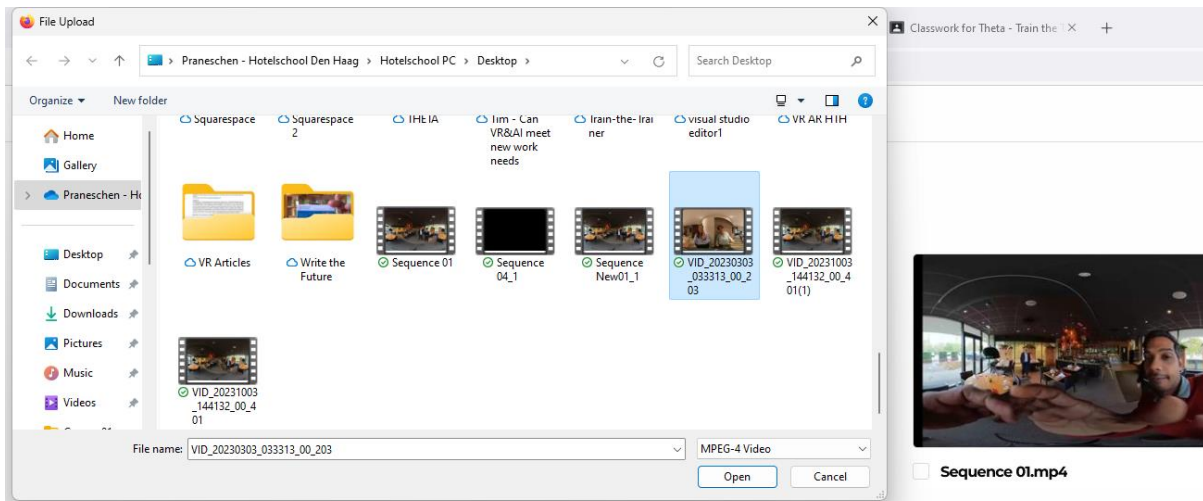
Sequence New01_1.mp4

Sequence 01.mp4

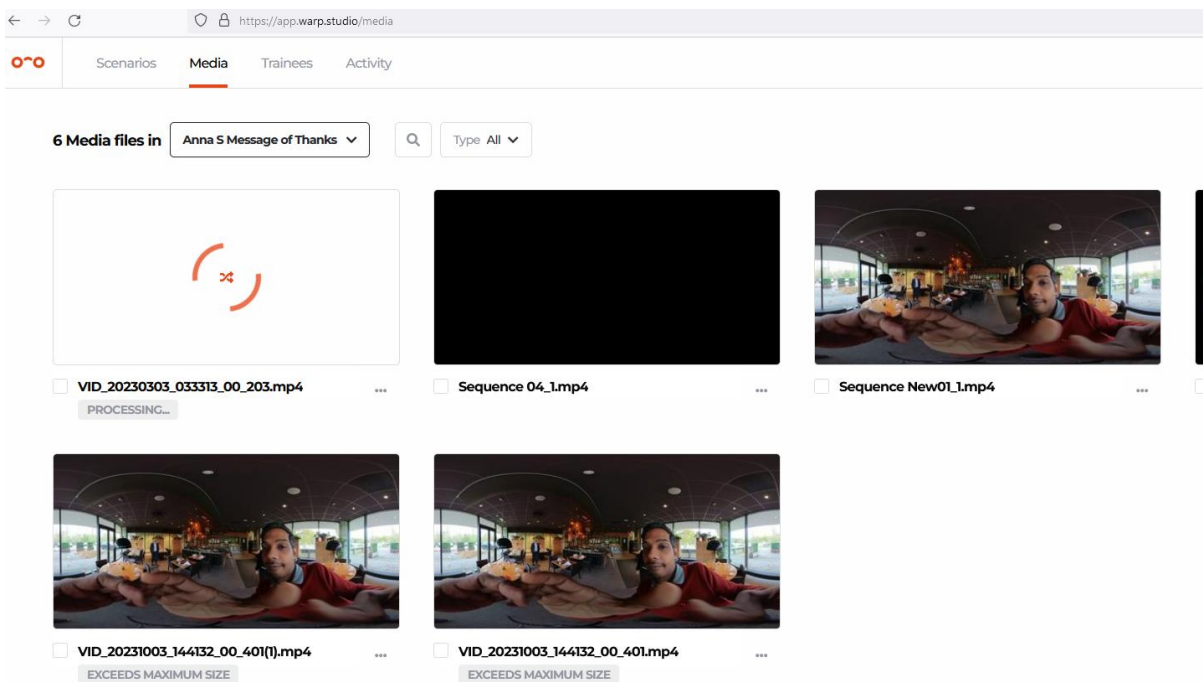
VID_20231003_144132_00_401(1).mp4 EXCEEDS MAXIMUM SIZE

VID_20231003_144132_00_401.mp4 EXCEEDS MAXIMUM SIZE

STEP 9: Select Video File



STEP 10 Video takes time to process



STEP 11: Return to Scenarios and click on your Scenario

o-o | Scenarios | Media | Trainees | Activity

Scenarios | Courses

22 Scenarios [Search] Status All ▾

- Anna S Message of Thanks (2 Scenes) [Test]
- BTS Team 6.1 (4 Scenes) [Published]
- Difficult Customer (1 Scene)**
- Difi (0 Sc)

STEP 12: Click on the eye

Difficult Customer | Flow | Scenes | Filming | Settings | ...

[Eye] [Pencil] [Eraser] [More]


Multiple choice [Add]

1. Customer Walks in Angry

- A
- B
- C


STEP 13: Click Select 360 media


Filter scenes ▾


1. Customer Walks in Angry 

☰ Multiple choice

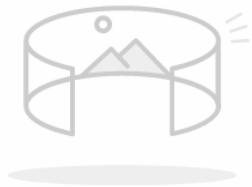
What do you say?

Answer	Points 	Link to
A Good Day Sir	0 ●	Missing link
B Good Day Sir, how can I help you?	0 ●	Missing link
C Why so serious?	0 ●	Missing link

 Filming Choose camera location ▾

 360° Media [Select 360° media](#)

STEP 14: Click Go to media



No media files uploaded yet

You haven't uploaded any media files yet. But don't hesitate and add some 360° video files.

[Go to media →](#)

STEP 15: Select Video file

The screenshot shows the Warp Studio Media library interface. At the top, there is a navigation bar with tabs for Scenarios, Media (selected), Trainees, and Activity. Below the navigation bar, there is a search bar and a dropdown menu for "Anna S Message of Thanks". The main area displays a grid of video files. The first file, "VID_20230303_033313_00_203.mp4", is circled in red. Other files include "Sequence 04_1.mp4", "Sequence New01_1.mp4", and two files with the name "VID_20231003_144132_00_401(1).mp4" that are marked as "EXCEEDS MAXIMUM SIZE".

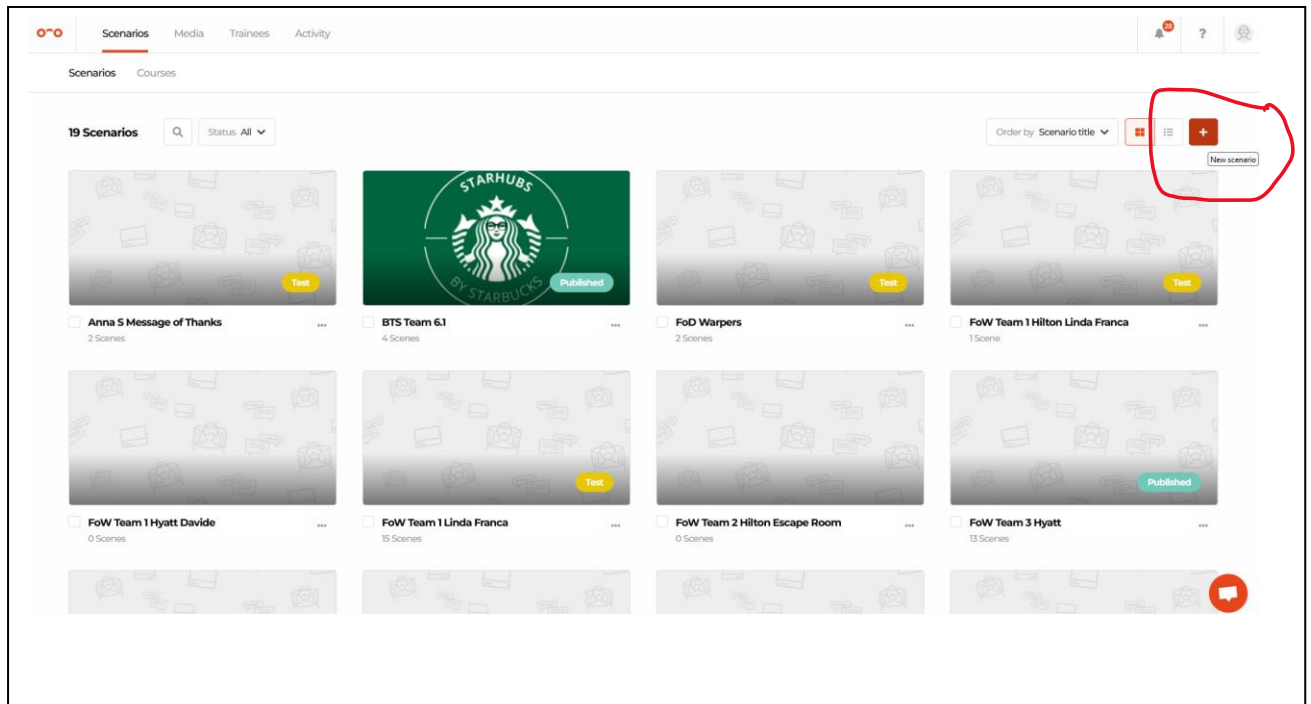
STEP 16: Video is ready for trimming

The screenshot shows the video player interface for the selected video file, "VID_20230303_033313_00_203.mp4". The video is displayed in a 360-degree view. The player includes standard playback controls such as play/pause, stop, and a progress bar. A "Trim video" toggle is visible at the bottom left. On the right side, there is a "File information" panel with the following details:

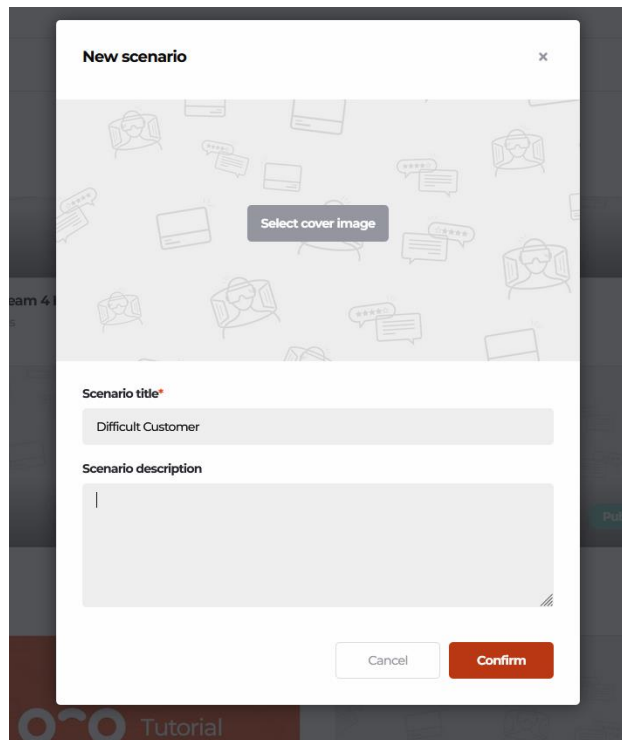
- Type: Mono 360° Video
- Length: 00:07:34
- Size: 118 MB
- Framerate: 29 FPS
- Highest resolution: 6.3K
- Date uploaded: Today, 06:42

There is also a section titled "Linked to no scenes in Anna S Message of Thanks" with a search box and an "Add scene" button.

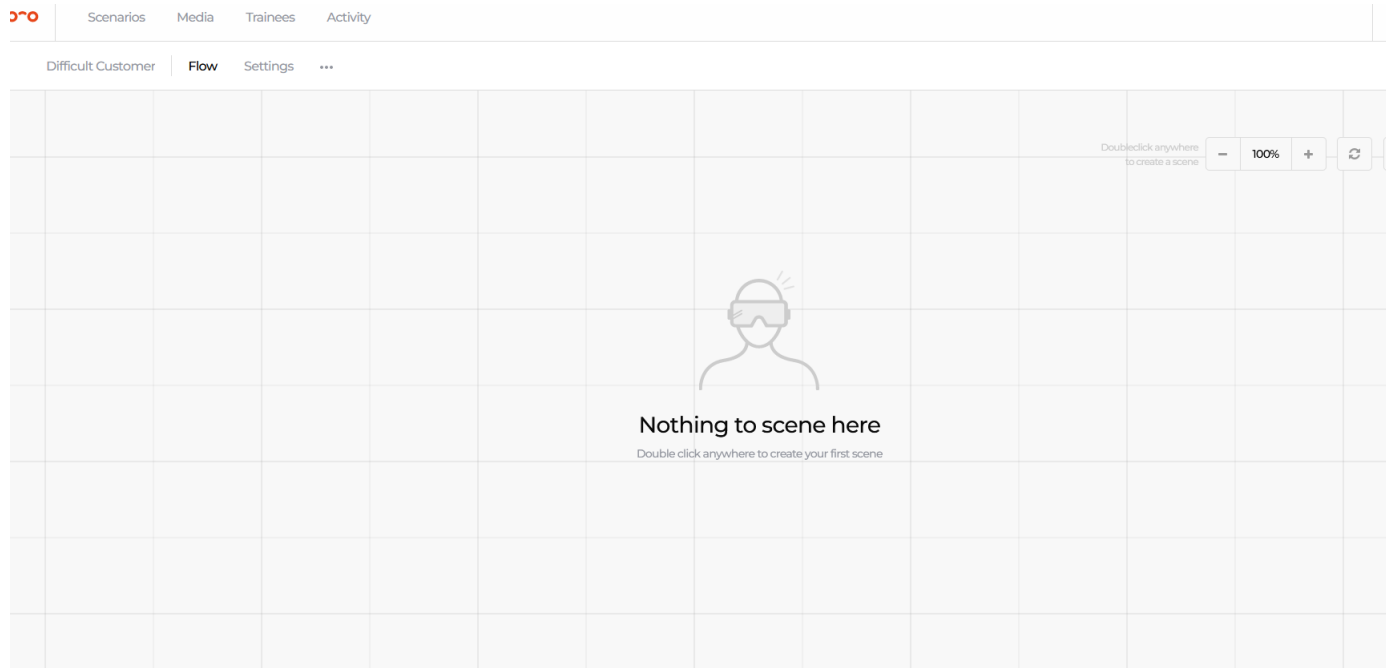
STEP 7. Click on "Add New Scenario (+ button)"



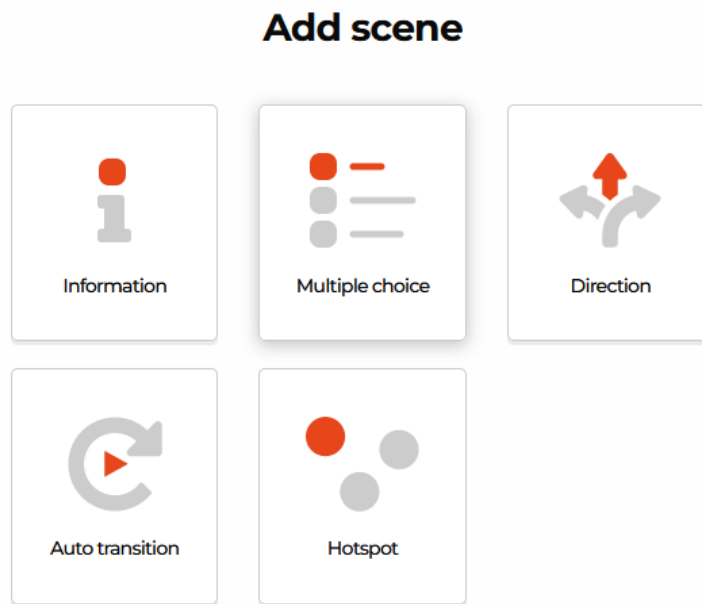
STEP 8: Fill out Scenario Title and Confirm



STEP 9: Double click to anywhere to add a Scene



STEP 10: Select a Scene you would like to create, we chose a Multiple Choice



[Need more information about the different scene types?](#)

STEP 11: Add in information for you multiple choice scene eg. Questions & Answers

Add multiple choice scene

Scene title or location. This is just for you, trainees won't see this. ?

Scene 1: Customer walks in angry

Scene description. This is just for you, trainees won't see this. ?

Information * ?

What do you do?

Answer A * 🗑️

Good afternoon, how can I help you?

Answer B * 🗑️

Good day Sir

Answer C * 🗑️

Why so serious?

Add answer

Save

Previous

Cancel

STEP 12: Begin building the Flow (add in your Decision Tree from the planning phase)

o-o | Scenarios | Media | Trainees | Activity

Difficult Customer | **Flow** | Scenes | Filming | Settings | ...

Doubledclick anywhere to create a scene - 100%

☰ Multiple choice +

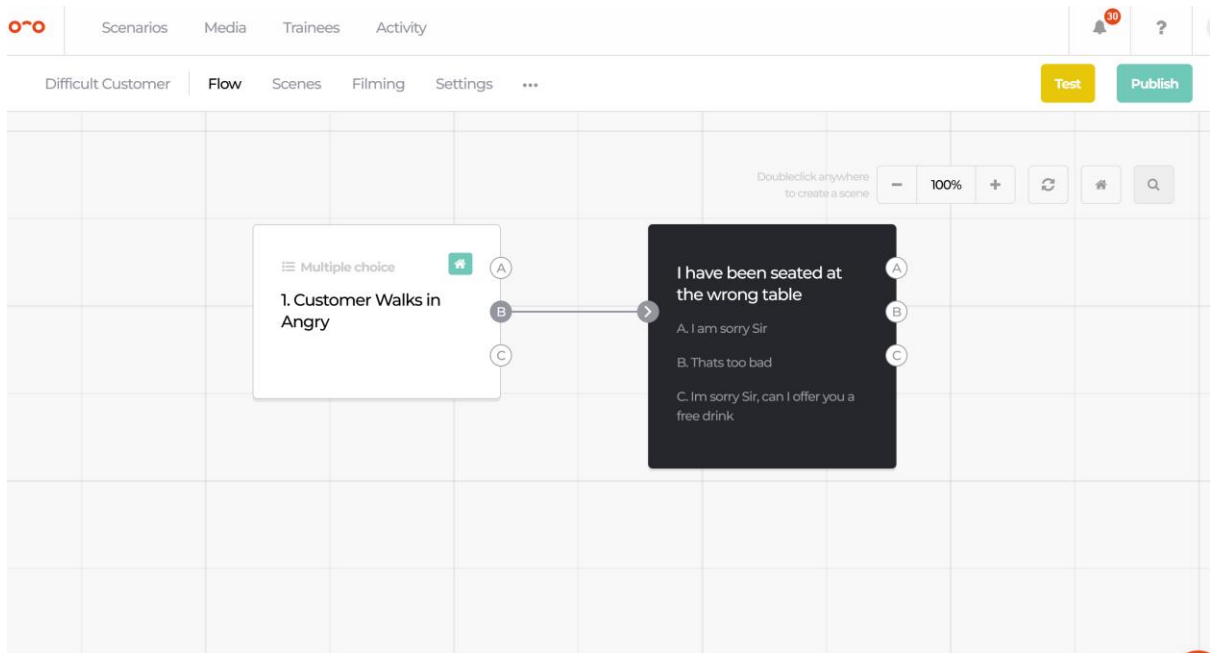
1. Customer Walks in Angry

(A)

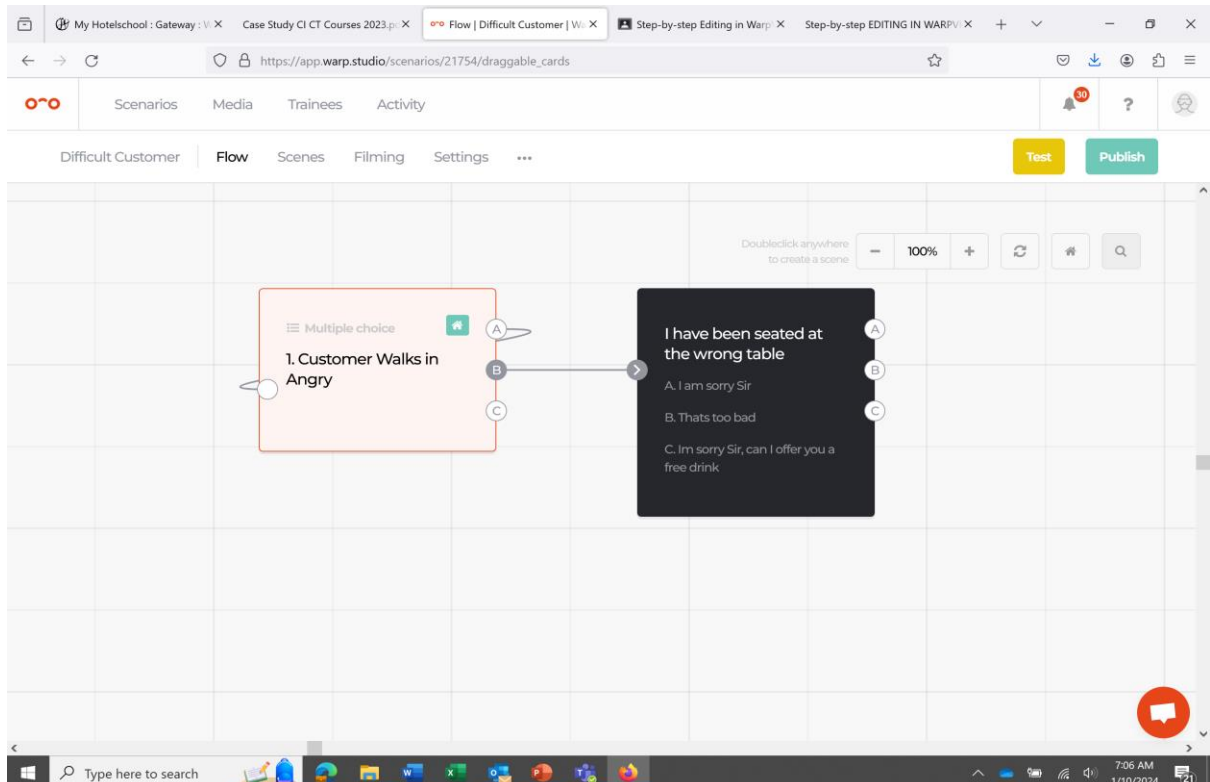
(B)

(C)

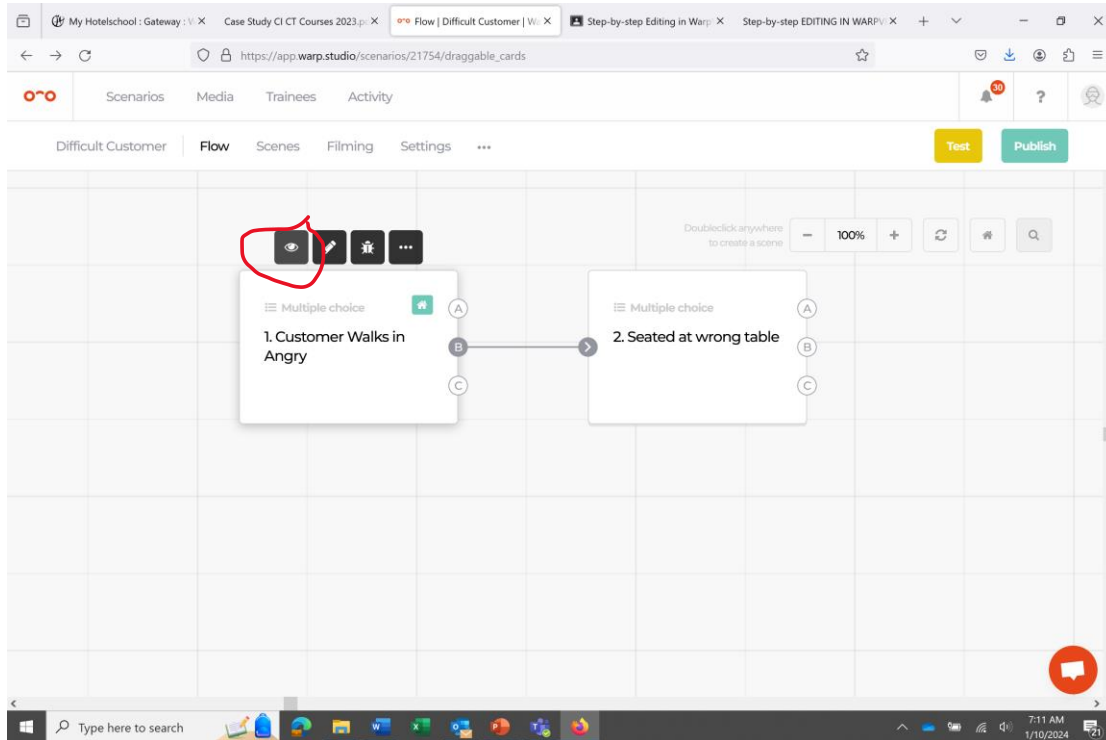
STEP 13: Connect each multiple choice option the learner can take to a scene. Below option B is the correct answer so if the learner chooses that they move to the next scene where the guest says they have been seated at the wrong table. You can connect a scene by click, hold and dragging “B” to the next scene till the line goes red.



STEP 14: Option A & C are incorrect choices so the scene is replayed – this is actioned by clicking, hold and dragging A and connecting to the start of the same scene till the box goes red.



STEP 14: To add a video clip to a scene, hover over the scene and click on the eye



STEP 15: Click on "Select 360 media"

1. Customer Walks in Angry ...

Multiple choice

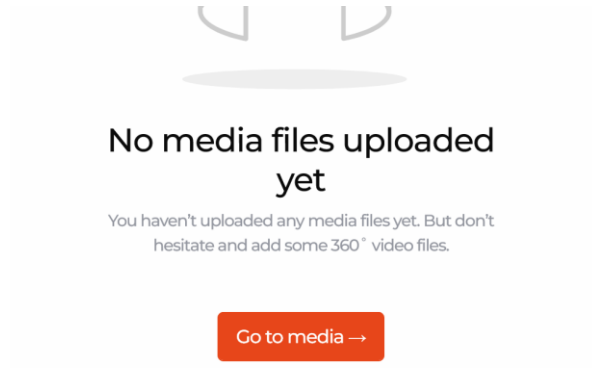
What do you say?

Answer	Points	Link to
A Good Day Sir	0	Missing link
B Good Day Sir, how can I help you?	0	2. Seated at wrong ta...
C Why so serious?	0	Missing link

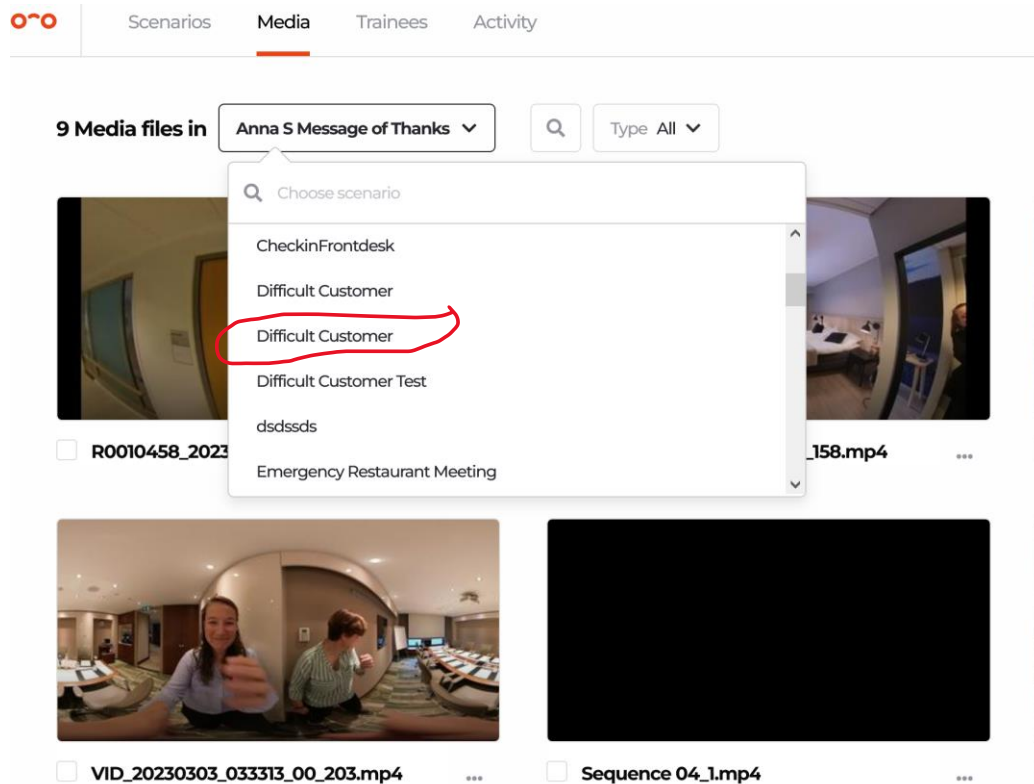
Filming Choose camera location ▾

360° Media **Select 360° media**

STEP 16" Click "Go to Media"




STEP 17: Select your Scenario



STEP 18: Select your video clip that corresponds with your scene

Scenarios **Media** Trainees Activity

16 Media files in FoD Warpers Type All



VID_20180101_023720_00_155.mp4 ...

VID_20180101_023720_00_155.mp4 ...

VID_20180101_023643_00_154.mp4 ...

VID_20180101_023610_00_153.mp4 ...

STEP 19: Continue building out the decision tree, finish by adding an ending

